

STATE OF NEW JERSEY
DEPARTMENT OF CHILDREN AND FAMILIES
OFFICE OF LICENSING/ INSPECTION/VIOLATION REPORT

Center Name: Kids Connect				Center ID#: 120700017		County: Morris	
Address: 2 Changebridge Road Unit G			City: Montville		Zip Code: 07045		Email: jaclyn@kidsconnectlearning.com
Phone: 973-390-5063		Fax:		Initial Inspection: 8/14/2015		License Status: R 11/30/15; T11/30/16; T3/2/17; T5/30/17	
Due Date(s):*	9/14/2015	11/26/2015	2/9/2016	3/16/2016	6/20/2016	3/24/2017	
Date(s) Reinspection:	10/26/2015	1/26/2016	3/1/2016	5/20/2016	2/24/2017		
Due Date(s):*							
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Center is in compliance with requirements as of: **Reinspection occurs on or soon after due date*

renewal conducted 10/26/15; 2/28/17 email received

Renewal ☒
 Initial ☐
 Monitor ☐
 Increase ☐
 Age Change ☐
 Relocation ☒
 New Sponsor ☐
 Space Evaluation ☐

Complaint #

Date Cited M/D/Year	Date Abated M/D/Year	Based on a inspection(s) conducted by the Office of Licensing (OOL) the above date(s), the center needs to take the following actions in order to come into compliance with the MANUAL OF REQUIREMENTS FOR CHILD CARE CENTERS (N.J.A.C. 10:122):
Supervision, Staff/Child Ratios & Space		
		<input type="checkbox"/> 1. Provide 2 staff to work with the children: when 6 or more children are present; on any field trip, outing, or special event away from the center regardless of transportation; or with more than 12 school-age children on walks.
		<input type="checkbox"/> 2. Provide immediate access to 1 additional adult for the school-age program when it is permitted to operate with only 1 staff member present.
10/26/2015	10/26/2015	<input checked="" type="checkbox"/> 3. Ensure that children are supervised by a staff member at all times.
Notes: see back page 1/26/15 see back page; 3/1 see back page		
		<input type="checkbox"/> 4. Develop and implement a method to keep track of all the children, including at off-site locations.
10/26/2015	10/26/2015	<input checked="" type="checkbox"/> 5. Maintain required staff to meet ratios: when children are awake; sleeping; on premises during naptime.
Notes: see back page 1/26/15 see back page 3/1 abated		
		<input type="checkbox"/> 6. Ensure that staff meet minimum age requirements and those below 18 years old and new staff who have not completed orientation are directly supervised by staff at least 18 years old.
		<input type="checkbox"/> 7. Limit group size to 12 infants (under 18 months), 20 children for early childhood or 30 children for school-age
		<input type="checkbox"/> 8. Cease caring for children below 2 ½ years of age.
		<input type="checkbox"/> 9. Provide care for no more than 5 children below 2 ½ years of age if center has an E (Educational) Use Certificate of Occupancy (C.O.) issued prior to 11/5/03.
		<input type="checkbox"/> 10. Assign a primary caregiver for group of 4 infants and 6 toddlers.
		<input type="checkbox"/> 11. Post the center's license in a prominent location in each building.
1/26/2016	2/24/2017	<input checked="" type="checkbox"/> 12. Operate within the center's licensed capacity and within each room's capacity.

Note: If number is checked, see attachment page(s) for clarification.

Notes:		
10/26/2015	2/24/2017	<input checked="" type="checkbox"/> 13. Identify and maintain space requirements for all rooms approved by the OOL for children's use; make unapproved space inaccessible to children.
1/26/2016	2/24/2017	<input checked="" type="checkbox"/> 14. Ensure the children's health, safety and well-being.
Notes: Ensure that all glass baby bottles are protected with silicone covers or cease usage. 3/1/16 SEE BACK PAGE		
<i>Activities & Discipline</i>		
		<input type="checkbox"/> 15. Ensure that staff interact with children and provide children with: free choice of materials; a mixture of active and quiet experiences; a mixture of staff-directed and child-selected activities.
		<input type="checkbox"/> 16. Provide a sufficient variety of age-appropriate activities.
		<input type="checkbox"/> 17. Provide age-appropriate time frames for each activity.
1/26/2016	2/24/2017	<input checked="" type="checkbox"/> 18. Provide enough supplies, furniture and equipment for the required activities.
		<input type="checkbox"/> 19. Plan and implement opportunities for school-age children's involvement in activity planning.
1/26/2016	3/1/2016	<input checked="" type="checkbox"/> 20. Take children outdoors daily.
		<input type="checkbox"/> 21. Provide daily structured and unstructured indoor and outdoor energetic physical activity that promotes coordination and movement skills: 30 minutes for children in care less than 4 hours; 60 minutes for children in care more than 4 hours. Avoid inactivity for more than 30 minutes unless eating or sleeping.
10/26/2015	2/24/2017	<input type="checkbox"/> 22. Develop policies/plans for use of TV/computer/video by children: under 2 years; over 2 years; with special needs; in care less than 4 hours; in care more than 4 hours.
		<input type="checkbox"/> 23. Ensure use of TV/computer/video is educational/instructional and age/developmentally appropriate, and not used as a substitute for planned activities or for passive viewing.
		<input type="checkbox"/> 24. Significantly limit the use of TV/computer/video for children under the age of 2.
10/26/2015	3/1/2016	<input checked="" type="checkbox"/> 25. Prepare and post a written discipline policy including acceptable actions that staff members may take.
		<input type="checkbox"/> 26. Use positive methods of guidance and discipline consistent with children's age and developmental needs: prohibit corporal and/or emotional punishment.
Notes:		
		<input type="checkbox"/> 27. Ensure staff do not withhold active play times as a means of discipline unless a child's actions or behavior present a danger to themselves or others.
		<input type="checkbox"/> 28. Ensure that school-age children participate in the development of discipline rules or are made aware the discipline rules.
<i>Nutrition & Rest</i>		
10/26/2015	3/1/2016	<input checked="" type="checkbox"/> 29. Ensure that food provided by the center is stored, prepared and served in a safe and sanitary manner..
Notes:		
10/26/2015	1/26/2016	<input checked="" type="checkbox"/> 30. Ensure uneaten food in a child's dish is discarded and unused food is stored appropriately and discarded after 24 hours if not consumed.
		<input type="checkbox"/> 31. Serve lunch for children present from 11:00am to 1:00pm who have not eaten lunch and are at the center for at least 5 consecutive hours.
		<input type="checkbox"/> 32. Provide the following additional food(s) for breakfast, lunch/dinner and/or snack:
Notes:		
		<input type="checkbox"/> 33. Serve snack for children attending the center for at least 3 consecutive hours and for all children attending after school.
		<input type="checkbox"/> 34. Provide nutritious food and beverages that comply with the manual/CACFP standards including a variety of fruits and vegetables and a high portion of whole grains; limit foods high in solid fats, added sugar, trans fats, and sodium. (Refer to CACFP standards at (www.fus.usda.gov/cacfp/child-day-care-centers))
		<input type="checkbox"/> 35. Provide age-appropriate seating for children who no longer need to be held for feeding.
1/26/2016	2/28/2017email	<input checked="" type="checkbox"/> 36. Ensure feeding plans for children less than 18 months old include breastfeeding arrangements/ accommodations when applicable and are maintained in writing for children less than 12 months old.
10/26/2015		<input checked="" type="checkbox"/> 37. Label each child's bottle with the child's name and date.
		<input type="checkbox"/> 38. Ensure milk, formula, and/or breast milk is not warmed in a microwave oven.
		<input type="checkbox"/> 39. Ensure formula or breast milk that is served but not completely consumed is discarded immediately or refrigerated and consumed within 24 hours.
		<input type="checkbox"/> 40. Ensure that bottles are not propped when children are feeding.
		<input type="checkbox"/> 41. Remove bottles and cups when children have fallen asleep and when crawling or walking.
		<input type="checkbox"/> 42. Provide daily rest period for each child aged 18 months to 5 years who attends the center for 4 or more consecutive hours and as needed for each child below 18 months.

Note: If number is checked, see attachment page(s) for clarification.

		<input type="checkbox"/> 43. Provide alternative activities for children who rest for 30 minutes and do not need more rest.
		<input type="checkbox"/> 44. Provide the following sleeping equipment and bedding: cots; 1"mats; cribs; playpens; sheets; blankets.
Notes:		
3/1/2016	2/24/2017	<input checked="" type="checkbox"/> 45. Ensure that sleeping equipment is free of pillows, soft bedding and other hazards when occupied by a sleeping child, and that bedding does not cover the child's face.
10/26/2015	2/24/2017	<input checked="" type="checkbox"/> 46. Identify and store individually each child's sleeping equipment and bedding.
		<input type="checkbox"/> 47. Provide enough light in rooms where children are napping to allow staff to see them.
		<input type="checkbox"/> 48. Repair and/or replace sleeping equipment that is in disrepair.
		<input type="checkbox"/> 49. Ensure that mats used for rest and sleep are placed on a surface that is warm, dry and clean.
1/26/2016	2/24/2017	<input checked="" type="checkbox"/> 50. Provide cribs that meet CPSC standards and maintain documentation on file.
		<input type="checkbox"/> 51. Provide infants/toddlers with opportunities to leave their sleeping equipment to crawl, walk and play.
2/24/2017	2/24/2017	<input type="checkbox"/> 52. Ensure children 12 months and younger are initially placed in a face-up sleeping position unless indicated in writing by child's health care provider.

Illnesses & Accidents

		<input type="checkbox"/> 53. Designate an area where sick children can be separated from well children and provide rest equipment.
10/26/2015	3/1/2016	<input type="checkbox"/> 54. Maintain illness log including: child's name; date; symptoms of illness observed; center's actions, and date child returned to the center.
10/26/2015	2/24/2017	<input checked="" type="checkbox"/> 55. Notify parents immediately of: head/facial injury; bite that breaks the skin; fall from a height; injury requiring professional medical attention. Report other injuries by end of the day.
		<input type="checkbox"/> 56. Maintain an accident log that includes: name of child; date; time; location; description of accident/ injury; witnesses; type of first aid used; treatment/consultation by doctor; time of notification to parent.

Administration & Parent Involvement

		<input type="checkbox"/> 57. Provide the center's telephone number in writing or by e-mail to parents of all enrolled children.
10/26/2015	3/2/2016email	<input type="checkbox"/> 58. Develop a table of organization indicating lines of authority, responsibility and job descriptions.
1/26/2016	3/1/2016	<input checked="" type="checkbox"/> 59. Ensure that the director is scheduled to work 50 % of the center's daily operating hours.
		<input type="checkbox"/> 60. Designate someone in the center to carry out the director's responsibilities when the director is absent.
		<input type="checkbox"/> 61. Ensure that the head teacher, group teacher and program supervisor are scheduled to work at least 75 percent of the center's daily operating hours, or at least 6 hours a day, whichever is less.
		<input type="checkbox"/> 62. Ensure that the head teacher/group teacher schedule time in other classrooms.
		<input type="checkbox"/> 63. Establish and maintain a staff substitute system.
		<input type="checkbox"/> 64. Hold parent/staff conferences semi-annually and upon request.
		<input type="checkbox"/> 65. Choose 1 of the following 4 options for parent involvement, and maintain documentation at the center: governing board; advisory committee; annual meeting; annual open house.

Program Records

10/26/2015	2/24/2017	<input checked="" type="checkbox"/> 66. Complete and maintain at the center the staff records checklist.
Notes:		
10/26/2015		<input type="checkbox"/> 67. Ensure that Child Abuse Record Information (CARI) checks are completed as required for the sponsor/sponsor representative and all regularly scheduled staff.
10/26/2015		<input type="checkbox"/> 68. Ensure that Criminal History Record Information (CHRI) checks are completed as required for the sponsor/sponsor representative and all regularly scheduled staff.
		<input type="checkbox"/> 69. Provide the following records for the director, head teacher, group teacher or program supervisor: education / training experience.
Notes:		
		<input type="checkbox"/> 70. Hire and submit the required documentation for the following: director; head teacher; group teacher; program supervisor.
Notes:		
1/26/2016	3/1/2016	<input checked="" type="checkbox"/> 71. Provide and document the orientation training provided within two weeks of hire to all staff members in: center operations; policies and procedures; supervision; tracking; group size limits; primary caregiver responsibilities; release policy; discipline policy; health practices; evacuating the center; using fire alarms; recognizing and reporting child abuse/neglect.
Notes:		
1/26/2016	2/24/2017	<input checked="" type="checkbox"/> 72. Maintain record of annual staff training on use of fire alarms and emergency evacuation procedures including evacuation and lock down.
		<input type="checkbox"/> 73. Ensure new directors complete staff development in Understanding Licensing Regulations within 90 days of hire.
10/26/2015	2/24/2017	<input checked="" type="checkbox"/> 74. Ensure that all full-time staff complete 10 hours annual training with 2 hours in each of the following core areas: child growth and development; positive guidance and discipline; health and safety.

Note: If number is checked, see attachment page(s) for clarification.

10/26/2015	2/24/2017	<input checked="" type="checkbox"/> 75. Ensure that the director, head teacher, group teacher and program supervisor complete 20 hours of annual training in 1 or more of the following: professional development approved by Professional Impact New Jersey or the National Child Care Association, or equivalent staff development in three or more of nine specific management areas including physical activity, special needs programming, & ADA guidelines.
		<input type="checkbox"/> 76. Maintain record of date, time, observation and purpose of consulting head teacher's 2 monthly on-site visits.
10/26/2015	2/24/2017	<input type="checkbox"/> 77. Ensure that 2 staff members who have current certified basic knowledge of first aid principles and CPR are at the center at all times when enrolled children are present.
1/26/2016	2/24/2017	<input checked="" type="checkbox"/> 78. Complete and maintain at the center daily time sheets for staff and children with arrival and departure times.
1/26/2016	3/1/2016	<input checked="" type="checkbox"/> 79. Maintain a written outline of daily activities.
10/26/2015	2/24/2017	<input type="checkbox"/> 80. Complete and maintain at the center the children's records checklist.

Notes:

		<input type="checkbox"/> 81. Review, at least annually, a list from the Consumer Product Safety Commission (CPSC) regarding unsafe products and provide staff and parents with CPSC website www.cpsc.gov/Recalls
		<input type="checkbox"/> 82. Ensure that the Universal Health Record is updated annually and received upon admission to the center unless records are coming from another state or country, where a 30 day grace period is permitted.
		<input type="checkbox"/> 83. Ensure staff designated to administer medication are trained and that at least two staff are trained if using blood glucose monitors, nebulizers and/or epi-pens.
10/26/2015		<input type="checkbox"/> 84. Maintain medication records that include the following: child's name and parental authorization; name of the medication; illness being treated; dosage, frequency and other instructions; time and by whom the medication was administered; any adverse effects.
		<input type="checkbox"/> 85. Maintain documentation for pets at the center, including applicable vaccinations and parent notification.
		<input type="checkbox"/> 86. Maintain at the center and distribute to parents a written policy on communicable disease management.
		<input type="checkbox"/> 87. Maintain on file and follow the written policy on the release of children.
		<input type="checkbox"/> 88. Develop an expulsion policy which includes: circumstances; methods to notify parents; sufficient time limits; reasons for immediate expulsion; parental receipt of the policy.
		<input type="checkbox"/> 89. Obtain from parents and maintain at the center: blanket permission slips for walks; individual permission slips for field trips, including information on type of vehicle used and designated drivers.
		<input type="checkbox"/> 90. Maintain at the center documentation of a current comprehensive general liability insurance policy.

Sanitation & Diapering

10/26/2015	3/1/2016	<input checked="" type="checkbox"/> 91. Wash and disinfect: toilet training chairs and potty seats after each use; diapering surfaces after each use; toys mouthed by infants and toddlers after each use; mats after each use unless stored separately; sleeping equipment weekly; sheets and blankets weekly; tables before each meal.
		<input type="checkbox"/> 92. Use a commercial disinfectant or a staff-made solution of 1 tablespoon bleach per quart of water.
10/26/2015	2/24/2017	<input checked="" type="checkbox"/> 93. Ensure that children wash their hands with soap and running water: before intake of food; after using the toilet; after having a diaper change; and as needed.
10/26/2015	3/1/2016	<input checked="" type="checkbox"/> 94. Ensure that staff wash their hands with soap and running water: before preparing or serving food; after assisting a child in toileting; after changing diapers; after contact with body fluids or secretions; and as needed.
		<input type="checkbox"/> 95. Provide disposable rubber gloves for contact with blood or vomit.
		<input type="checkbox"/> 96. Change each child's diaper when wet or soiled.
		<input type="checkbox"/> 97. Provide a diapering area within 15 feet of a sink not used for food preparation.
		<input type="checkbox"/> 98. Ensure that diapering does not take place in an area or on a surface used for food preparation.
		<input type="checkbox"/> 99. Maintain diapering surfaces as follows: flat; smooth; clean; dry; non-absorbent; in good repair.
		<input type="checkbox"/> 100. Place soiled disposable diapers in a closed container with a leakproof lining.

Bathroom & Kitchen Facilities

10/26/2015	3/1/2016	<input checked="" type="checkbox"/> 101. Ensure all toxic substances and medications are inaccessible to children.
Notes: Recited 5/20/16 toxics in egress area and in preschool room		
		<input type="checkbox"/> 102. Ensure that children cannot lock themselves in bathrooms.
		<input type="checkbox"/> 103. Provide bathroom supplies as follows: soap; toilet paper; individual/disposable towels; platforms.
		<input type="checkbox"/> 104. Securely fasten the bathroom equipment.
		<input type="checkbox"/> 105. Sand and paint rusted bathroom stall dividers.
		<input type="checkbox"/> 106. Ensure toileting privacy: for children (SA); when staff/adult uses the same toilet facility as children.
		<input type="checkbox"/> 107. Designate and visibly identify the staff/adult toilet facility.
		<input type="checkbox"/> 108. Provide 1 toilet facility and sink: on each floor used by children (EC); within 1 floor for children.(SA)
		<input type="checkbox"/> 109. Ensure hot tap water does not exceed 110 degrees Fahrenheit (EC) or 120 degrees Fahrenheit. (SA)
1/26/2016	3/1/2016	<input checked="" type="checkbox"/> 110. Maintain in sanitary and operable condition: toilets; sinks; other plumbing fixtures.
		<input type="checkbox"/> 111. Provide a barrier to the kitchen area to prevent accidental access by children.
		<input type="checkbox"/> 112. Keep microwave/toaster ovens: out of children's reach; secured; not used when children in area.
		<input type="checkbox"/> 113. Provide a working refrigerator, or access to a refrigerator, for perishable foods or medication.
		<input type="checkbox"/> 114. Ensure that food waste receptacles are lined and maintained in a sanitary condition.

Health & Fire Safety

		<input type="checkbox"/> 115. Provide and make accessible to staff; a fully standard first aid kit; an American Red Cross First Aid Manual or its equivalent.
		<input type="checkbox"/> 116. Post a sign in a prominent location to prohibit smoking when the center is operating.
		<input type="checkbox"/> 117. Take necessary action to free the center of infestation by rodents and insects, provide documentation.
		<input type="checkbox"/> 118. Obtain and maintain on file a current health certificate.
		<input type="checkbox"/> 119. Obtain and maintain on file a current fire certificate.
10/26/2015	1/26/2016	<input checked="" type="checkbox"/> 120. Maintain on file the life/hazard use registration certificate applicable to licensed capacity/ages served.
		<input type="checkbox"/> 121. Conduct and document monthly fire drills during each session provided at the center and evacuate all children within 3 minutes.
8/14/2015	2/24/2017	<input checked="" type="checkbox"/> 122. Ensure the center's fire protective systems are operative at all times.
10/26/2015	3/1/2016	<input type="checkbox"/> 123. Develop and post prominently on every floor of the center an emergency plan including evacuation, disaster and lockdown procedures.
10/26/2015	3/1/2016	<input checked="" type="checkbox"/> 124. Post a diagram depicting: approved areas; evacuation routes; room identifications.
		<input type="checkbox"/> 125. Ensure that all exits and egress areas are unobstructed, and exit doors are easily operable.
Notes:		
		<input type="checkbox"/> 126. Ensure that illuminated exit signs and emergency lighting are operable at all times.
8/14/2015	3/1/2016	<input type="checkbox"/> 127. Ensure that fire extinguishers are serviced and tagged annually, and recharged if necessary.
		<input type="checkbox"/> 128. Remove excess storage and/or combustibles from the furnace room.
		<input type="checkbox"/> 129. Remove electric space heaters, portable liquid fuel-burning or wood-burning heating appliances.
		<input type="checkbox"/> 130. Arrange cribs, playpens and cots to provide access to an unobstructed 3-foot wide aisle that exits out.
		<input type="checkbox"/> 131. Provide and maintain in good condition: handrails on all stairs with 3 or more risers; guardrails on all open sides of landing with intermediate guards spaced no more that 4 inches apart.
		<input type="checkbox"/> 132. Install window guards, with approval of the local fire official, or provide an alternative method to ensure that children cannot fall out of windows.
		<input type="checkbox"/> 133. Comply with the New Jersey Uniform Construction Code (NJUCC)/Fire Code:
		<input type="checkbox"/> 134. Submit a copy of the final Certificate of Occupancy (CO) or Certificate of Continued Occupancy (CCO) that indicates the correct use group for the children served.
2/24/2017		<input checked="" type="checkbox"/> 135. Submit a copy of the Certificate of Approval, as issued by the local construction official, for changes in the building subject to the NJUCC requiring the issuance of a building permit.

Environmental Safety

		<input type="checkbox"/> 136. Complete and submit a DCF Renewal Attestation Form with the center's previous DEP approval letter attached and any other environmental documents if applicable.
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Note: If number is checked, see attachment page(s) for clarification.

		<input type="checkbox"/> 137. Submit a No Further Action Letter (NFA) or Child Care/Educational Facility Approval Letter from the Department of Environmental Protection (DEP), or Response Action Outcome Letter (RAO) from a Licensed Site Remediation Professional (LSRP) indicating that no further action is needed for the site on which the center is located. [Note: Check the DEP website at www.state.nj.us/dep/dccrequest for the most current information.]
		<input type="checkbox"/> 138. Submit a water supply certification indicating the center is serviced by a public community water system demonstrated through a copy of a current bill from that water company.
		<input type="checkbox"/> 139. Submit current documentation from the DEP, Bureau of Water System Engineering (BSDW), for centers not on a public community water system. [Note: Check the DEP, BWSE website at www.state.nj.us/dep/dccrequest/safedrink.html or call (609) 292-5550 for more information.]
		<input type="checkbox"/> 140. Ensure water tests are posted in each building.
		<input type="checkbox"/> 141. Submit a letter of prior uses from the municipality, county or state indicating whether the building has ever housed a use classified under the NJUCC, NJSA, 5:23, as: Group F (factory/industry); Group H (high hazard); Group S (storage); Group B (dry cleaner or nail salon); Group A (funeral home); or Group M (gas station.)
		<input type="checkbox"/> 142. Submit a Safe Building Interior Certification or other approval issued by the DOH for centers: a) co-located with a dry cleaner or nail salon; b) with one of the prior uses: F, H, S, B (dry cleaner, nail salon), A (funeral home) or M (gas station); c) located in a building built in 1978 or earlier; or d) located near a known hazardous area. [Note: Contact DOH prior to taking action to confirm what is needed for your center. Call DOH at (609) 826-4923 or email DOH using the link at www.state.nj.us/health/eoh/tsrp/iep/ccc_ieha.shtml]
Notes:		
10/26/2015	1/26/2016	<input checked="" type="checkbox"/> 143. Test for the presence of radon gas in every room on the lowest floor used by children in each building and post the test results in a prominent location in each building.
		<input type="checkbox"/> 144. Provide documentation that the center: completed a lead paint risk assessment; follows an approved lead paint risk assessment management plan; verified the absence of a lead hazard; notified parents of a lead hazard; completed the recommended remedial action to alleviate the lead paint hazard.
Notes:		
		<input type="checkbox"/> 145. Provide documentation that the center: follows an approved asbestos management plan; verified the absence of asbestos hazard; complies with the Asbestos Hazard Abatement subcode and DEP.
Building Maintenance		
		<input type="checkbox"/> 146. Keep all surfaces clean and in good repair.
Notes:		
		<input type="checkbox"/> 147. Replace, clean and/or secure all stained, broken and/or missing floor tiles and carpeting.
Notes:		
		<input type="checkbox"/> 148. Replace, clean and/or secure all stained, broken and/or missing ceiling tiles.
Notes:		
		<input type="checkbox"/> 149. Eliminate moisture resulting from leaks or seepage.
		<input type="checkbox"/> 150. Maintain the building structure to prevent drafts, leaks and infestation.
		<input type="checkbox"/> 151. Provide screens on: doors and windows used for ventilation; crawl spaces; attic spaces.
		<input type="checkbox"/> 152. Provide safety glass/protective guards for windows and glass located within 36 inches above the floor.
		<input type="checkbox"/> 153. Ensure window blinds are in good repair and blind cords are inaccessible to children.
		<input type="checkbox"/> 154. Provide protective covers for: electrical outlets; fluorescent tubes; incandescent light bulbs; fans.
		<input type="checkbox"/> 155. Provide and maintain suitable protective devices for radiators, steam and hot water pipes.
		<input type="checkbox"/> 156. Provide/maintain mechanical ventilation: in operating condition; clean; unobstructed; replace filters.
Notes:		
		<input type="checkbox"/> 157. Raise temperature to a minimum of 68 degrees Fahrenheit in all rooms used by children.
		<input type="checkbox"/> 158. Increase light in specific areas:
Notes:		
1/26/2016	3/1/2016	<input checked="" type="checkbox"/> 159. Provide 1 of the 4 monitoring options listed in the manual.
		<input type="checkbox"/> 160. Ensure that doors in all interior rooms designated for use by children remain unlocked.
10/26/2015	3/1/2016	<input checked="" type="checkbox"/> 161. Ensure shelving is secure and not overloaded, and appliances are secured to a stable surface.
		<input type="checkbox"/> 162. Pad lally columns in areas used by children to a height of 48 inches (EC) and 72 inches (SA).
		<input type="checkbox"/> 163. Ensure that stairways are free of tripping hazards.
		<input type="checkbox"/> 164. Provide a barrier extending at least 5 feet above floor level.

Note: If number is checked, see attachment page(s) for clarification.

		<input type="checkbox"/> 165. Repair and/or paint surfaces in specified areas:
Notes:		
		<input type="checkbox"/> 166. Maintain indoor/outdoor garbage receptacles as follow: covered; emptied as needed; leakproof; clean.
		<input type="checkbox"/> 167. Ensure that indoor and outdoor equipment is sturdy, safe and free of hazards.
Notes:		
<i>Outdoor Play Area, Equipment and Maintenance</i>		
		<input type="checkbox"/> 168. Provide and maintain in good condition a fence, enclosure or other barrier for the outside play area.
		<input type="checkbox"/> 169. Provide a barrier, in addition to the fence, for outdoor play areas exposed to vehicular traffic.
		<input type="checkbox"/> 170. Grade or provide drains for the outside play area.
		<input type="checkbox"/> 171. Ensure that outdoor areas and play equipment are free from stagnant water.
8/14/2015	2/24/2017	<input checked="" type="checkbox"/> 172. Provide and maintain play equipment to meet public playground design standards (ASTM F-1487) as specified by the Consumer Product Safety Commission (CPSC). (Not for profits by 10/18/14)
		<input type="checkbox"/> 173. Ensure play equipment is specifically age-appropriate for the ages served.
		<input type="checkbox"/> 174. Repair or remove broken/rusted toys in the outdoor play area.
		<input type="checkbox"/> 175. Provide and maintain resilient surfacing (ASTM F-1292) and use zones under all play equipment that subjects children to a fall as specified by the CPSC.
		<input type="checkbox"/> 176. Ensure that any community playground equipment used by the children complies with applicable provisions of the Playground Safety Subcode.
		<input type="checkbox"/> 177. Ensure the safety of the children on route to the outdoor play area.
Notes:		
		<input type="checkbox"/> 178. Remove debris and overgrown vegetation in the outdoor play area.
		<input type="checkbox"/> 179. Ensure that hazardous plants are not kept in the center or near outside areas used by children.
		<input type="checkbox"/> 180. Ensure that sand in the outdoor play area is asbestos-free and maintained in a sanitary manner.
		<input type="checkbox"/> 181. Ensure pesticides are not applied in or around the center during operating hours and all toys and non-permanent play equipment are removed before application.
		<input type="checkbox"/> 182. Provide 350 square feet of outdoor space for 10 children and 35 square feet for each additional child.
		<input type="checkbox"/> 183. Limit the number of children using the outdoor play area to the maximum capacity.
		<input type="checkbox"/> 184. Cease using dump and fill wading pools.
		<input type="checkbox"/> 185. Ensure swimming pools/natural bathing places used by children comply with applicable provisions of the Public Recreation Bathing Rules, as specified in NJAC 8:26, and with applicable provisions of the Building Subcode and Barrier-Free Subcode of the NJUCC, as specified in NJAC 5:23.
		<input type="checkbox"/> 186. Ensure that children using swimming pools or natural bathing facilities are supervised in accordance with applicable provisions of the N.J. Youth Camp Safety Act rules, as specified in NJAC 8:25.
		<input type="checkbox"/> 187. Provide lighting in parking areas, walkways and other exterior areas used by center occupants at night.
		<input type="checkbox"/> 188. Take necessary action to remove outdoor hazards.
Notes:		

ALERT: Effective 8/6/14, stackable cribs are prohibited. For more information on crib safety and safe sleep environments for infants, refer to CPSC's crib information center at www.cpsc.gov/info/cribs/index.html.

☐ See attached Transportation Inspection/Violation page.

Inspector(s) Name(s)

J. Thiel 8/14/15
J. Thiel CCQAI2 & P. Oswald CCQAI2 3/1/16
J. Thiel & B. Rivera 2/24/17

#	Date Cited	Date Abated	Inspection/Violation Report Attachment	
122	8/14/2015	2/24/2017	Center's fire panel is located within another unit and cannot be seen on a daily basis. Center must submit a plan as to how the fire panel will be checked on a daily basis.	Delete
172	8/14/2015	1/26/2016	Remove Little Tykes slide and small play swing from play area. The equipment does not meet required codes nor are they installed over resilient surfacing.	Delete
3	10/26/2015	10/26/2015	Ensure that staff do not send children to the bathroom alone they are not visible to staff.	Delete
5	10/26/2015	10/26/2015	Ensure that ratios are maintained at all times. Room 3 required another staff person to maintain ratio.	Delete
13	10/26/2015	2/24/2017	Ensure that all classrooms are maintained labeled with a number or letter as was designated when the facility was opened.	Delete
25	10/26/2015	3/1/2016	Post discipline policy.	Delete
29	10/26/2015	3/1/2016	Ensure that all children's food containers with food (not snacks) are kept in the refrigerator until they are ready to be consumed or in a lunchbox with a ice pack that remains closed at all times.	Delete
30	10/26/2015	1/26/2016	Ensure that all uneaten food is discarded. A piece of toast was found out, not covered, in a child's cubbie. An opened unfinished yogurt container was found as well.	Delete
37	10/26/2015		Ensure that all sippy cups, thermoses, and food containers are labeled at all times.	Delete
46	10/26/2015	2/24/2017	Label all cots & cribs.	Delete
55	10/26/2015	2/24/2017	Retrain staff on reportedly to parents accidents which require immediate notification. Submit retraining document with staff signatures to OOL.	Delete
66	10/26/2015	2/24/2017	Maintain checklist. Physicals, mantoux results, applications are missing from files.	Delete
74	10/26/2015	2/24/2017	Ensure that there is a minimum of two hours in each subject area.	Delete
75	10/26/2015	2/24/2017	Ensure that there is a minimum of two hours in each subject area.	Delete
91	10/26/2015	3/1/2016	Ensure that tables are washed and sanitized before meals. Staff must use a two step process. Observation revealed a staff person not washing the table, but using a commercial disinfectant. The disinfectant used was not used as per the manufacturers directions. Disinfectant needed to be applied and left wet for a period of time and allowed to dry. Staff applied the disinfectant and wiped it immediately. Retrain staff and and submit retraining document with staff signatures to OOL.	Delete
93	10/26/2015	3/1/2016	Staff person served snacks and did not wash their hands. The staff person used gloves to serve. Hands must be washed even if gloves are worn. Retrain staff and and submit retraining document with staff signatures to OOL.	Delete
94	10/26/2015	2/24/2017	Not all of the children washed their hands before snack was served and eaten. Retrain staff and and submit retraining document with staff signatures to OOL.	Delete
101	10/26/2015	3/1/2016	Ensure that all toxics are inaccessible. Toxics were found under the kitchenette sink which was not locked. Lock the cabinets or relocate to an inaccessible location. Staff pocketbooks were open and left within reach of the children. Toxics are stored under the sink in the infant room and the cabinet is not locked.	Delete
120	10/26/2015	3/1/2016	The current life hazard use registration is for the center's old location. Ensure that the registration is update to show the accurate location.	Delete
124	10/26/2015	3/1/2016	Post the center's floor plan/diagram, including directional arrows to the exits, pull station and fire extinguisher locations.	Delete
143	10/26/2015	3/1/2016	Esure that all classrooms on the lowest level used by children is tested for radon and post the results. Currently only the kitchenette and the reception area have been tested.	Delete
161	10/26/2015	3/1/2016	Ensure that the television in the gross motor room is secured to the table that it is on.	Delete
172	1/26/2016	2/24/2017	Although the little tykes slide and small swing unit was removed, the center still has a see saw that must be removed as well.	Delete
3	1/26/2016	2/24/2017	Infant teacher repeatedly left her classroom leaving the children unattended. The same teacher would stand in the doorway of the classroom with her back to the children to have a conversation with another staff person. 3/1/16: children not within line of sight of staff, and the infant staff left the room repeatedly leaving children unattended.	Delete
3	1/26/2016	2/24/2017	Inspector found a 4 year old child in the bathroom alone. Staff did not know that the child was in that bathroom alone.	Delete
3	1/26/2016	2/24/2017	Children from the preschool classroom were sent to the bathroom to wash their hands alone.	Delete
3	1/26/2016	2/24/2017	Several children from the preschool classroom were observed walking out of the classroom without being noticed by the staff person in the classroom.	Delete
3	1/26/2016	3/24/2017	Children are sent to the bathroom alone and when the staff person stands in the doorway to "watch" that child, they cannot fully see into the bathroom and therefore are not fully supervising children.	Delete
5	1/26/2016	3/1/2016	On the day of the inspection, a toddler teacher left the room to assist a child in the bathroom. The staff person was gone for approximately 20 straight minutes and left the other staff person out of ratio.	Delete
5	1/26/2016	3/1/2016	Although the staff person came back and forth to the classroom to take children to the bathroom, the amount of time it took to take multiple children to the bathroom left the other staff person in the classroom alone and out of ratio.	Delete

#	Date Cited	Date Abated	Inspection/Violation Report Attachment	
12	1/26/2016	2/24/2017	Documentation and interviews reveal that room 3 is overcapacity on a weekly basis. Ensure that no more than 5 children are utilizing room 3 at any given point in time. 3/1/16 a sixth child was brought to school approximately at 11:30 and the classroom remained over occupancy for over an hour.	Delete
18	1/26/2016	2/24/2017	Ensure that the infant classroom has 4 learning areas and 4 different learning activities for several children at all times.	Delete
20	1/26/2016	3/1/2016	Children must go outside daily. There is no minimum temperature which prevents them for going outside. Interviews reveal that the children do not go outside if it is below 40 degrees.	Delete
36	1/26/2016		Ensure that all children under the age of 12 months have a written feeding plan that staff can refer to and have access to within their classroom. There was only one plan that could be reviewed and there are at least three known infants enrolled.	Delete
59	1/26/2016	3/1/2016	As per the manual of requirements 10:122- 4.5 EC (e) 3 located on page 26: 3. A head teacher who also serves as director shall be free of full-time responsibility for the direct supervision of a specific group of children. On the day of the inspection the director/head teacher was covering for a preschool classroom. The teacher for that classroom left the program in December. The director could not participate in the inspection until a substitute was called and was available to come in. Interviews also reveal that the director from time to time will have to conduct a tour and will move the preschool children into another classroom for the duration of the tour.	Delete
71	1/26/2016	3/1/2016	Provide documentation of completed staff orientation. On the day of the inspection interviews with the staff revealed that they have not been trained in all of the required topics and/or not at all.	Delete
72	1/26/2016	2/24/2017	Document training and submit training document with staff signatures.	Delete
78	1/26/2016	2/24/2017	Ensure that children and staff sign in and out of the building. Children are currently not being signed out.	Delete
79	1/26/2016	3/1/2016	Written outlines are required for all ages.	Delete
110	1/26/2016	3/1/2016	Remnants of food were found in the sink of the infant room. The water does not drain well from that sink.	Delete
159	1/26/2016	3/1/2016	The door to the infant room cannot be closed. There is no way to see into that classroom. Although there is a camera in the classroom, there is not one that is watching the camera full time daily to see what is happening in the room. Door must remain open.	Delete
167	1/26/2016	3/1/2016	Ensure that when children of different ages are being grouped together in a classroom that the equipment and supplies are age appropriate and do not present a hazard. On the day of the inspection toddler found a marble and was walking around the classroom with it. The marble is a choking hazard. Interviews reveal that twice a week the toddlers in room 3 spend most of the day in room 2 with the young preschoolers.	Delete
45	3/1/2016	2/24/2017	Ensure that all cribs are equipped with a sheet and a blanket. Although staff stated that a sheet was available, an infant placed in a crib for nap and a sheet was not over the mattress. The infant was placed on a blanket.	Delete
14	3/1/2016	2/24/2017	On the day of the inspection observation of the route that children take to get to the playground was not in accordance with the written policy submitted by the center. Staff walked the children in fire lane from the side of the building to the and across the parking lot. Staff should follow the previously approved route which mandates that the children use the raised emergency egress walkway which is fenced and hugs the building. This path keeps the children safely together and out of the danger of vehicular traffic. Retrain the staff and submit the retraining document with staff signatures too OOL so that the violation can be abated.	Delete
91	5/20/2016	2/24/2017	Only 1 step process being used to to clean surfaces. Ensure a two step process is utilized to wash and sanitize surfaces at all times.	Delete
135	2/24/2017		Submit a Certificate of Approval for the renovation work that was conducted 6/2016.	Delete
				Delete
				Delete
				Delete